

**MINUTES OF THE MEETING OF THE
SOUTH DAKOTA INTERAGENCY COORDINATING COUNCIL
January 15, 2008
Tele-Conference
10:00 A.M. – 12:00 P.M. (CT)
9:00 A.M. – 11:00 A.M. (MT)**

Members Present: Judy Hoscheid, Monica Mayer, Shawna Fullerton, Carli Nighbert, , Pat Monson, David Calhoon, Elaine Roberts, Cathy Holden, Janet Ricketts, Erin Horstmeyer, DiVina Baker, Barb Hemmelman, Jamie Reiff.
Stakeholder –Penny McCormick (for Dan Guerke).

Members Absent: Rozalyn Goodwin, Shauna Klipfel, Keith Moore, Laura Johnson Frame, Lori Matinec, and Anne Reddy.

State Birth to 3 Connections Staff: Susan Sheppick, Crystal Goeden, Jan Lester and Merle Doolittle.

Call to Order: The meeting was called to order by Chairperson, David Calhoon.

Welcome and opening remarks by Susan Sheppick.

Susan welcomed members. Ron Dughman of Mt. Plains Regional Resource Center was introduced.

Previous Meeting Minutes: A motion was made to approve the minutes of the last meeting. Elaine Roberts motioned to approve minutes of the last meeting. Seconded by Barb Hemmelman. Motion carried.

Approval of Agenda: The agenda was approved.

New Business:

Ron Dughman, Mt Plains Regional Resource Center, discussed the following topics:

- OSEP Updates
- Discussed how OSEP uses the State Performance Plan (SPP) & Annual Performance Plan (APR)
- Talked about Indicators
- Discussed reduction of funds at the national level
- Part C Regulations to be finished in June
- Went over Public Comments
- Susan Sheppick reported on Early Childhood Conference

Child Count - Crystal Goeden- Birth to Three Program Specialist

- Federal Child Count Dec. 1, 2007
- Dec. 1, 2007 Active Children on IFSPs - 1,132 (previous year – 2006-count was 1006)
- Children that exited program between 12/2/06 and 12/01/07 – 855

- Between the 1,132 active children and 855 exits = 1,987 (approximate number of children worked with at any given time in the year).
- Prolonged assistance – Out of 1,132 children – 279 children in need of prolonged assistance(school district responsible to serve). This means Part C is responsible to serve and pay for 853 children.
- Child Count by Age –
 1. Age Birth to 1 = 135
 2. Age 1-2 = 374
 3. Age 2-3 = 623
- Child Count by Race –
 1. American Indian or Alaska Native = 246
 2. Asian or Pacific Islander = 19
 3. Black = 31
 4. Hispanic = 40
 5. White = 796
- Child Count by Gender –

Females = 418 Males = 714
- Settings-
 1. Home – 903
 2. Program designed for typically developing children = 223
(Examples are daycare, preschool, swimming pool library or YMCA)
 3. Other settings = 6
(Examples are clinics – hearing/vision...need special equipment to do evaluations).

Review of State Performance Plan (SPP) and Annual Performance Plan (APR) – Update on APR Indicators 3, 4, and 8 - Susan Sheppick - Birth to Three Program Director

Discussed Indicators 3, 4 and 8.

- Indicator 3- Percent of Infants and Toddlers with IFSPs who demonstrate improved:
 1. Positive social –emotional skills
 2. Acquisition and use of knowledge and skills
 3. Use of appropriate behaviors to meet their needs.

Reviewed chart of Actual Baseline Entry Data for (March 1, 2006 – June 30, 2006) as included in SPP Indicator 3. Reviewed Reporting Outcomes for Children Exiting the Program (July 1, 2006 – June 30, 2007). A pre-test must be completed within 45 days from the date of the referral. ICC members made suggestions to the narrative which helped clarify the process used in tracking outcomes for Indicator 3.

Indicator 4 – Percent of families participating in Part C who report that early intervention services have helped the family. Reviewed - Items Used to Calculate Score for each Area

1. Know their rights
2. Effectively communicate their child's needs
3. Help their children develop and learn

Reviewed - Measurable and Rigorous Targets.

A shorter version of the survey was mailed to families in 2007, which generated a slight improvement in the response rate. The survey questions may be revised and shortened further before being disseminated to families for the July 1, 2007 – June 30, 2008 year. The return rate in 2008 will be compared to that of 2007.

- Indicator 8 – Percent of all children exiting Part C who received timely transition planning to support the child's transition to preschool and other appropriate community services by their third birthday. Birth to 3 did not meet all targets on this Indicator. All transition meetings were held, but a small percentage did not meet the no less than 90-days nor more than 270 days before the third birthday timeline requirement. Birth to 3 will continue to monitor this Indicator for 100% compliance.

Review of State Performance Plan (SPP) and Annual Performance Plan (APR) – Update on APR Indicators 9 – 14 – Jan Lester, Birth to Three Program Specialist

- Indicator 9 – General supervision system (including monitoring, complaints, hearings, etc) identifies and corrects noncompliance as soon as, but in no case later than one year from identification. Mandates 100% target. Target met.
- Indicator 10 – Percent of signed written complaints with reports issued that were resolved within 60-day timeline or a timeline extended for exceptional circumstances with respect to a particular complaint. Birth to 3 received no complaints. Target met.
- Indicator 11 - Percent of fully adjudicated due process hearing requests, that were fully adjudicated within the applicable timeline. Target met.
- Indicator 12 - Percent of hearing requests that went to resolution sessions which were resolved through a resolution session settlement agreement. (applicable if Part B due process procedures are adopted). Target met.
- Indicator 13 – Percent of mediations held that resulted in mediation agreements. No targets set.
- Indicator 14 – State reported data (618 and State Performance Plan and Annual Performance Report) are timely and accurate. Target met.

Corrections made to APR Indicators are as follows:

- Indicator 2 (page 5) – Corrected placement of the decimal and percentage sign. Currently, the state is at **98.0%** in serving children in the natural environment.
- Indicator 7 (page 27) – added: In the FFY 2005 (July 1, 2005- June 30, 2006) APR, non-compliance was reported regarding the initial IFSP meetings held within the 45-day timeline. To address this issue, 3 regional programs were cited for non-compliance for this indicator and placed on a corrective action plan. The Birth to Three Connections lead agency staff monitored each corrective action plan closely to ensure all activities were completed within FFY 2006.

- Indicator 8 (page 30) – Omitted table and added: In FFY 2005 (July 1, 2005 – June 30, 2006) APR, non compliance was reported in Indicator 8C regarding the timelines of the transition conference. To address this issue, 3 regional programs were cited for noncompliance for this indicator. Each of the service coordinators who had transition planning conferences outside of this window received extensive training and technical assistance on appropriate planning and scheduling of transition conferences. Their data was monitored closely during FFY 2006 to eliminate the incidence of scheduling planning meetings either too early or too late. The Lead agency Part C staff has placed increased focus on the transition planning conferences with all service coordinators and early intervention providers. The lead agency staff have emphasized that transition planning is part of the IFSP process at every review and beginning when a child is 27 months old, and with the permission of the parent. The school district Part B people are to be invited to the reviews for the purpose of transition planning. It is encouraged that reviews be embedded into the review process rather than making them a distinct and separate event that would require more meetings than necessary. The proposed Part C Federal Regulations and the final Part B Federal Regulations language has helped with the enforcement of timelines and having appropriate persons at the transition planning conferences.
- Indicator 9 (page 33) – Changes to Table 1: Number of Findings made 07/01/2006 – 06/30/2007: General Supervision - 1*; Early Childhood Transition - 1*

*As indicated in Table 1, the non-compliance identified in the FFY 2005 APR for Indicators 7 and 8C, has been addressed within those respective Indicators in this report.

As illustrated in Table 2, there were no findings of non-compliance related to Indicator 9a. In Indicator 9b there were no findings.

Motion to approve APR

Elaine Roberts motioned to approve APR, seconded by Erin Horstmeyer. Motion carried.

Explanation of 619 Funds - Janet Ricketts, Director, Office of Educational Support Services

Bulk of funds are spent on the following ways:

1. Flow through
2. Administration
3. Training
4. Complaints
- 5.

Public Comment - None

Next Meeting Scheduled

The next meeting will be an in-person meeting. Members will meet on April 15, 2008, 10:00 a.m. – 3:00 p.m. Central Time, at the Pizza Ranch in Ft. Pierre.

Meeting Adjourned

Motion to adjourn was made by DiVina Baker and seconded by Monica Mayer. Meeting adjourned.